

Building owners shall submit Form A and the required supporting information to demonstrate compliance with the Clean Buildings Performance Standard, to report progress or to apply to the Early Adopter Incentive (EAI) Program. Follow the instructions on this page for detailed information on how to complete and submit this form. For information and questions visit the official Clean Buildings website at commerce.wa.gov/buildings.

Instructions:

Complete this form and submit it through the Clean Buildings Portal as an attachment. You can access the portal by visiting www.commerce.wa.gov/buildings.

Section 1. Building Identification:

- A Building ID is issued by WA State Department of Commerce (Commerce). It can be found in the initial notification letter and the Clean Buildings Portal.
- Listing the parent property is optional. The parent property applies only when it is a multiple parcel building such as a condominium.

Section 2. Contact information:

- Contact name should be the individual that can provide additional information, if needed, regarding the fields listed on this form.

Section 3. Qualified Person:

- The qualified person must meet the qualifications listed in [WAC 194-50-30](#).

Section 4. Energy Manager:

- For more information on the definition of an Energy Manager and their responsibilities, click [here](#).

Section 6. Summary Data:

- Buildings unable to comply with Section 5.2 Building Energy Monitoring and complete Z6.3 Form C shall provide a reason statement.

Sections 7, 8, 10 and 11 of Form A do not apply to the EAI Application.

Section 9. The audit date is required. The economic evaluation does not apply to the EAI Application.

Section 12. Statement of Owner or Owner's Agent:

- EAI Progress Reporting is required at the completion of energy efficiency measures (EEMs) and when full compliance is not demonstrated within 12 months.

Form A includes documentation of weather normalized energy use intensity (WNEUI) and the calculated energy use intensity target (EUI_t) for the building. It also requires an upload of the building energy management plan and operation and maintenance program, in addition to Form D for reporting any energy audit performed on the building.



1.	Building Identification						
Property Name:				WA Building ID:			
Portfolio Manager property ID number:				County Parcel Number:			
Parent Property Name: (if applicable)							
Address:							
City:				Zip Code:			
County:							
2.	Contact Information						
Building Owner name (s) :				Contact name:			
Address:							
City:				State/Province:		Zip:	
Email Address:							
Contact Number:							
3.	Qualified Person <i>Required for all applicants</i>						
Qualified Person Name:							
Address:							
City:				State/Province:		Zip:	
Email Address:				Contact Number:			
Licensure or certifying authority:					<input type="checkbox"/> Licensed <input type="checkbox"/> Certified		
4.	Energy Manager						
Energy Manager Name:							
Address:							



City:		State/Province:		Zip:	
Email Address:			Contact Number:		
5.	Compliance				
This compliance report is for:					
<input type="checkbox"/> Building that meets the EUI					
<input type="checkbox"/> Building that meets the building investment criteria prior to the compliance date					
<input type="checkbox"/> Building that will meet the EUI through conditional compliance					
<input type="checkbox"/> Building that will meet the building investment criteria through conditional compliance					
<input type="checkbox"/> Annual reporting					
<input type="checkbox"/> Completion reporting					
<input type="checkbox"/> Early Adopter Incentive Application					
<input type="checkbox"/> Early Adopter Incentive Progress Reporting					
6.	Summary Data				
Energy utilization index target (EUI) (kBtu/ft ² yr) based on completed Z6.2 Form B:					
Measured site EUI (kBtu/ft ²) for this building based on Z6.3 Form C:					
Measured weather normalized site EUI (kBtu/ft ²) based on Z6.3 Form C:					
List the months/year of the collected data (mm/yyyy - mm/yyyy) for the site and weather normalized site EUI's reported for this building from Z6.3 Form C:					
Reason Statement (if applicable) - Buildings unable to comply with Section 5.2, Building energy monitoring and complete Z6.3 Form C shall provide a reason statement.					



Reason Statement (continued)

7.	Have the energy management requirements of Section 5 of the Clean Buildings Performance Standard been met? <ul style="list-style-type: none">• <i>Not required for the EAI Application</i>• <i>Required for completion reporting</i>• <i>Upload energy management plan as specified by Commerce.</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
8.	Have the operation and maintenance requirements of Section 6 of the Clean Buildings Performance Standard been met? <ul style="list-style-type: none">• <i>Not required for the EAI Application</i>• <i>Required when energy efficiency measures have been implemented</i>• <i>Upload operation and maintenance implementation documentation as specified by Commerce.</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
9.	Date the audit and economic evaluation was completed. <ul style="list-style-type: none">• <i>The economic evaluation is not applicable to the EAI program</i>• <i>Upload audit report as specified by Z6.4 Form D.</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
10.	Have all energy efficiency measures required by Section 8 of the Clean Buildings Performance Standard been implemented? <ul style="list-style-type: none">• <i>Not required for the EAI Application</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
11.	Have the requirements of Section 9 of the Clean Buildings Performance Standard been completed? <ul style="list-style-type: none">• <i>Not required for the EAI Application</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A



12. Statement of Owner or Owner's Agent:

We state that this building complies with ANSI/ASHRAE/IES Standard 100 as amended by Commerce to conform with RCW 19.27A.210-240.

Building Owner

Signature

Date

Qualified Person

Signature

Date

Energy Manager

Signature

Date

Authority Having
Jurisdiction

Signature

Date

☐ Conditional Compliance

☐ Final Compliance

☐ EAI Application

☐ EAI Progress Reporting

Date:
